

1 **Champaign County Rural Transit Advisory Group (RTAG)**
 2 **DRAFT Minutes**

3 **DATE:** Wednesday, February 1, 2012

4 **PLACE:** John Dimit Room, 1776 E. Washington Street, Urbana, IL 61802

5 **Chair:** Andy Kulczycki (*RTAG Voting + Proxy #Chair)

Attendee	Organization
Michelle Ramage*	Thomasboro and Rantoul City School Districts
Martha Paap*	Provena Center for Healthy Aging
Amy Marchant	CRIS Rural Mass Transit District
Andy Kulczycki*	Community Service Center of Northern Champaign County
Eileen Sierra	Champaign County Regional Planning Commission
Chris Bruns*	The Pavilion
Minor W. Jackson III*	Parkland College
Stan James*	Champaign County Board
Elaine Palencia*	Disability Advocate
Kathy Cooksey	CRIS Rural Mass Transit
Eileen Sierra	Champaign County Regional Planning Commission, HSTP Coordinator
Rita Morocoima-Black	Champaign County Regional Planning Commission, PCD Director
Ryan McCoy	Champaign County Regional Planning Commission, Planning Intern

7 Agenda

8 **I. Call to Order** – Mr. Kulczycki called the meeting to order at 4:01 p.m.

9 **II. Roll Call** – Each member around the room announced their presence. A quorum was present.

10 **III. Approval of Agenda** – Mr. Kulczycki requested two additional “new business” items to be added to the
 11 agenda. The first was a discussion of meeting times and the second was concerning the Open Meeting
 12 Acts. Ms. Bruns motioned the agenda be approved, Mr. James seconded, and the motion carried. Agenda
 13 was approved.

14 **IV. Approval of Minutes**

15 **A. Meeting of December 1, 2011** - Mr. Jackson motioned to approve the minutes, Ms. Bruns seconded,
 16 and the motion carried. Minutes were approved.

17 **V. New Business**

18 **A. Service Update: Quarterly Report & Other News- CRIS** - Ms. Marchant reviewed the quarterly report.
 19 She noted that the numbers suggest they are plateauing. Other comments made were that public
 20 relations activities can help if rides were consolidated. They are using all of their equipment and have a
 21 good relationship with the medical providers and dispatchers. Ms. Morocoima-Black noted that when
 22 comparing the present and past quarters the number of trips for medical reasons decreased while rides

1 for education and shopping increased. Ms. Marchant indicated that rides may have increased for
2 shopping due to Christmas shopping in December.

- 3 - Mr. Jackson asked if unplanned medical visits could play a role and Ms. Marchant stated that a
4 person needs to call ahead two days in advance so that couldn't play a role.
- 5 - Mr. Kulczycki suggested looking at the cell phone use policy due to Mr. James comments regarding a
6 county board member noticed that a bus driver was using their cell phone while driving. Ms.
7 Marchant noted that cell phones cannot be used while driving.

8 **B. *Annual Oversight Update- CCRPC-*** Ms. Morocoima-Black discussed that public meetings are needed
9 in the northeast quadrant of the county to assess socioeconomic conditions and obtain a better
10 understanding of the needs of the county to better plan the routes. Mr. Kulczycki asked why just the
11 northeast quadrant and Ms. Morocoima-Black replied that for now that is where transportation is being
12 served and the hope is to create a methodology that can serve the whole county.

13 - Mr. Kulczycki presented to the county board and they requested for CRIS not to ask county for funds
14 if having a cash flow problem. Ms. Morocoima-Black was asked by the board to provide a financial
15 report and she replied the report can be accessed on the RPC website.

16 - Mr. Kulczycki brought up the topic of setting up a regular meeting schedule for RTAG. The
17 committee agreed that the second Wednesday of the quarter is best at 4:00 p.m. A new schedule will
18 be revised to address change.

19 - Ms. Morocoima-Black spoke about the Open Meetings Act. All RTAG members must take the
20 training on-line and it takes about an hour.

21 **VI. Old Business**

22 **A. *Funding Update- JARC (5316), New Freedom (5317), & CVP (5310) - CRIS -*** Ms. Marchant
23 mentioned that they are reviewing funding priorities for New Freedom in Champaign and Vermilion
24 Counties. They are also prioritizing JARC grant such as the Rantoul to Parkland route. Ms. Marchant
25 noted that bankers are asking for new line of credit for each grant due state delays in payments.

26 - Mr. James asked about Philo. Ms. Marchant said they are streamlining up and down I-74 as it is a
27 higher requested area. The idea of the grants are to help people get to medical appointments and to
28 move people from an area of low employment to an area of higher employment.

29 - Several members discussed grant use for the Access Initiative regarding setting up a network of
30 mental health services.

31 **B. *Rural Transportation Planning Project Update - CCRPC -*** Ms. Sierra reported that they are conducting
32 presentations to increase people's awareness of what CRIS and other counties are providing. Travel
33 Trainings were conducted at Generations of Hope with 25 participants and at Yeoman Place with 15
34 participants. Ms. Sierra and Marchant approached the Ludlow mayor and they will do a Travel Training
35 within a month.

36 **VII. RTAG Announcements** – Mr. Jackson discussed an IDOT grant opportunity of \$50 million. The grant is
37 for city improvements where there are safety issues such as adding sidewalks and paths. Collaborating
38 partners could consist of Parkland College, RTAG, and RPC. The deadline for submission is May 29,
39 2012. An email regarding details of the grant will be sent to members.

40 **VIII. Audience Participation** – There was none.

41 **IX. Adjournment** – Mr. Kulczycki adjourned the meeting at 4:44 p.m. Next meeting is on May 9, 2012 in the
42 John Dimit Room at the Brookens Administrative Center in Urbana.

Champaign County Rural Transit Advisory Group (RTAG) Quarterly Report 2/1/12



Provider: CRIS Rural Mass Transit District (CRIS)

FY 12 Second Quarter: October 1st-December 31st, 2011

Numbers below can be reconciled as needed, which is common as numerous items are tracked in rural transit systems. IDOT-DPIT grants operate on State of Illinois Fiscal Year (FY July-June); therefore the quarterly RTAG reports reflect the last completed quarter.

Trips - In the table below, trips reflect (excluding service contract trips) CRIS transportation provided:

- **Average Trips Per Day** – Total trips divided by the business days (M-F) within a month; * indicates a month with a holiday(s).
- **Total Trips Per Month** – A trip is one unit of service (i.e. start and end point for one person entering and exiting the vehicle).
- **Types of Trips** – Trips classified by its destination for purpose then totaled per month. A return trip to the pick-up location's purpose was classified based on the trip's purpose preceding it. *Example, a rider is picked up from home to get to a doctor's office (Trip A = medical) then takes CRIS to a grocery store (Trip B= shopping) before returning home (Trip C= shopping).*
- **Services** – **Lift** service are trips that required an ADA lift to be used. Riders can request to use the lift as needed, regardless if they do or do not have a mobility aid (examples: wheelchair, walker, or scooter). **60+** trips indicates the number of trips provided to people who are 60 years of age or older

Month	Average Trips Per Day	Types of Trips						Total Trips Per Month	Services	
		Medical	Personal	Shopping	Socialization	Employment	Education		Lift	60+
*Oct.	64	477	258	142	110	204	89	1,280	132	526
*Nov.	65	458	240	191	100	169	68	1,226	130	522
*Dec.	61	509	246	216	93	182	28	1,273	176	586

Vehicles – In the table below, vehicles reflect (excluding service contract vehicles) CRIS transportation provided includes: total number of **14 passenger** and **12 passenger vehicles** with ADA lifts that reflects the transit system's capacity; and **total miles** driven by all service vehicles within a month. Currently, all vehicles are being rented from Vermillion County.

Month	Number of Vehicles		Total Miles	Service Days
	14 passenger	12 passenger		
*Oct.	4	2	17,833	20
*Nov.	4.25	2	17,843	19
*Dec.	4.5	2	17,894	21

New Registered Riders – In the table below, CRIS’s registered riders in the second quarter of FY 12 reflect (excluding service contract riders) **residents** who were classified based on their home address’s zip code. In the table:

- **5311 Public** – A rider ends or begins their trips in a rural service area of Champaign County and therefore a 5311trip.
- **5311D** – A rider who is a person with one or more disability and therefore qualifies for the \$2 fare.
- **Rural Riders (60+)** – A rider who is 60 years of age or older, therefore qualifies for the \$2 fare. Senior funding for discounted trips was based at CCRPC senior services and called *Rural Rider Program*, now CRIS provides this service.
- **Nursing Home Riders** – A rider who begins or ends their trip at the Champaign County Nursing Home; however, in this field there is no overlap between 60+ and Nursing Home riders, even if people fall into both categories.

Area	New Riders Residents				Previous Totals	Total Residents
	5311 Public	5311D	Rural Rider (60+)	Nursing Home		
Rantoul	84	14	26		232	356
Urbana	4			32	94	130
Champaign	8		3	1	9	21
Tolono				5	8	13
Mahomet			4		4	8
St. Joseph					6	6
Thomasboro	1				4	5
Ludlow		1			4	5
Fisher					4	4
Gifford		1			3	4
Philo					4	4
Homer					3	3
Savoy					2	2
Sidney					2	2
Ridge Farm				2	0	2
Pesotum					2	2

Indigo Apartment Service Contract - This is a fixed route week day, during school days, through a service contract with Indigo Apartments. This service contract is with CRIS and is not counted towards Champaign County’s local match.

Period	Service Days	Average Trips Per Day	Total Rides	# of Vehicles
Oct.	21	150	3,153	1
Nov.	17	143	2,437	.75
Dec.	12	103	1,237	.5

Champaign County Rural Transit Advisory Group (RTAG)
Provider: CRIS Rural Transit
Quarterly Report 5/9/12



FY 12 Third Quarter: January 1st - March 31st, 2012

Numbers below can be reconciled as needed, which is common as numerous items are tracked in rural transit systems. IDOT-DPIT grants operate on State of Illinois Fiscal Year (FY July-June); therefore the quarterly RTAG reports reflect the last completed quarter.

Trips - In the table below, trips reflect (excluding service contract trips) CRIS transportation provided:

- **Average Trips Per Day** – Total trips divided by the business days (M-F) within a month; * indicates a month with a holiday(s).
- **Total Trips Per Month** – A trip is one unit of service (i.e. start and end point for one person entering and exiting the vehicle).
- **Types of Trips** – Trips classified by its destination for purpose then totaled per month. A return trip to the pick-up location's purpose was classified based on the trip's purpose preceding it. *Example, a rider is picked up from home to get to a doctor's office (Trip A = medical) then takes CRIS to a grocery store (Trip B= shopping) before returning home (Trip C= shopping).*
- **Services** – **Lift** service are trips that required an ADA lift to be used. Riders can request to use the lift as needed, regardless if they do or do not have a mobility aid (examples: wheelchair, walker, or scooter). **60+** trips indicates the number of trips provided to people who are 60 years of age or older.

Month	Average Trips Per Day	Types of Trips						Total Trips Per Month	Services	
		Medical	Personal	Shopping	Socialization	Employment	Education		Lift	60+
*Jan.	70	613	246	173	94	198	69	1,393	185	551
*Feb.	72	469	345	177	135	242	77	1,445	126	589
March	68	497	359	200	122	289	36	1,503	127	659

Vehicles – In the table below, vehicles reflect (excluding service contract vehicles) CRIS transportation provided includes: total **number of 14 passenger** and **12 passenger vehicles** with ADA lifts that reflects the transit system's capacity; and **total miles** driven by all service vehicles within a month. Currently, all vehicles are being rented from Vermillion County.

Month	# of Vehicles		Total Miles	# of Service Days
	14 passenger	12 passenger		
*Jan.	6	2	21,835	20
*Feb.	7	2	24,880	20
March	7	2	25,933	22

New Registered Riders - CRIS's registered riders in the FY 12, 2nd quarter, reflects **residents** who were classified based on their home address's zip code. Registered rides from previous service reports is included in order to see what the total ridership has been thus far in Champaign County. In the table, includes:

- **5311 Public** – A rider ends or begins their trips in a rural service area of Champaign County and therefore a 5311trip.
- **5311D** – A rider who is a person with one or more disability and therefore qualifies for the \$2 fare.
- **Rural Riders (60+)** – A rider who is 60 years of age or older, therefore qualifies for a suggested fare donation of \$2.
- **Nursing Home Riders** – A rider who begins or ends their trip at the Champaign County Nursing Home; however, in this field there is no overlap between 60+ and Nursing Home riders, even if people fall into both categories.

Area	New Riders				Previous Totals	Total Residents
	5311 Public	5311D	Rural Rider (60+)	Nursing Home		
Rantoul	79	7	17		356	459
Urbana	3			9	130	142
St. Joseph				1	21	22
Champaign					13	13
Tolono					8	8
Mahomet			6		6	12
Thomasboro					5	5
Ludlow	1				5	6
Fisher		1	2		4	7
Gifford			3		4	7
Homer			1		4	5
Philo					3	3
Savoy					2	2
Sidney					2	2
Pesotum					2	2
Armstrong	1		1		0	2
Savoy			1		0	2
Des Plaines			1		0	1

Indigo Apartment Service Contract - This fixed route is weekdays, during school, through a service contract with Indigo Apartments. This CRIS Rural MTD service contract does not counted towards Champaign County's local match.

Period	Service Days	Average Trips Per Day	Total Rides	Number of Vehicles
*Jan.	11	145	1,590	1
*Feb.	21	144	3,032	1
March	17	128	2,182	1